

**CITY OF MCMINNVILLE  
PLANNING DEPARTMENT**  
231 NE FIFTH STREET  
MCMINNVILLE, OR 97128

503-434-7311

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**DECISION, CONDITIONS, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR APPROVAL OF THE ALTERATION OF A HISTORIC BUILDING AT 300 NE 3<sup>RD</sup> STREET WITHIN THE DOWNTOWN DESIGN AREA AND ALSO FOR A WAIVER FROM DOWNTOWN DESIGN STANDARDS**

- DOCKET:** DDR 10-18
- REQUEST:** The applicant has submitted a Downtown Design Review application to request the alteration of a historic building in the Downtown Historic District, which is listed on the National Register of Historic Place, and also for multiple design waivers.
- LOCATION:** The subject site is located 300 NE 3<sup>rd</sup> Street, and is more specifically described as Tax Lot 8700, Section 21BC, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, and is zoned C-3 (General Commercial).
- APPLICANT:** Andy Wilder
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** November 27, 2018
- DECISION-MAKING BODY:** McMinnville Historic Landmarks Committee
- DATE & TIME:** December 28, 2018 and January 23, 2019. December meeting was held at the Civic Hall, 200 NE 2<sup>nd</sup> Street, McMinnville, OR 97128. January meeting was held at Community Development Center, 231 NE 5<sup>th</sup> Street, McMinnville, OR 97128.
- PROCEDURE:** The structure proposed to be altered is located in the downtown design area described in Section 17.59.020 of the McMinnville City Code, and any exterior building alteration is required to follow the Downtown Design Review process required by Section 17.59.030(A) of the McMinnville City Code.
- CRITERIA:** The applicable criteria are in Section 17.59.040 of the McMinnville City Code.
- APPEAL:** The decision may be appealed to the Planning Commission within 15 days of the date the decision is mailed as specified in Section 17.59.030(E) of the McMinnville City Code.
- COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney;



**APPLICATION SUMMARY:**

The applicant, Andy Wilder, submitted a Downtown Design Review application to request the alteration of a historic building in the Downtown Historic District and downtown design area, and also for a waiver from certain downtown design standards. The subject property is located at 300 NE 3<sup>rd</sup> Street, and is more specifically described as Tax Lot 8700, Section 21BC, T. 4 S., R. 4 W., W.M.

The building is listed on the National Register of Historic Places as a Primary Significant Contributing property in the Downtown Historic District, and is commonly known as the Hodson Building or Sears Building. The building is also listed on the McMinnville Historic Resources Inventory as a Distinctive resource (Resource A450), which is the highest classification on the local inventory.

The historic designation for this particular historic resource relates to the both the structure and the historical owner and builder of the building. The statement of historical significance and description of the property, as described in the Historic Resources Inventory sheet, is as follows:

A rectangular, Italianate, two-storied stuccoed brick structure, the Sears building faces north on the corner of Third and Cows. A shorter section on the rear of the building appears to be an addition. The building has a basement. There are two sets of three inset double-hung one-over-one windows with no ornament at the second floor level on the façade. The east façade has irregular fenestration; the second story windows are arched, double-hung sash, and those on the ground floor are single-paned. All have simple, splayed sills. Windows on the rear addition are four-lighted, inset squares. The projecting cornice conceals the roofline and is supported by large scrolled brackets and smaller modillions. There is a paneled frieze below the cornice. The original façade at the first floor level has been replaced by large store windows and setback entry. The south elevation is sheathed in corrugated sheet metal; unpainted brick shows on the exposed portion of the east side.

The building was built in 1901-1902 by O. Orville Hodson to house his hardware and tin business. Born in Indiana in 1857, Hodson came to Oregon in 1878 with his father, A.H. Hodson and bought a hardware business. He became sole owner in 1888 and was eventually to do much of the metal work on cornices in McMinnville's business district. He was an active mason and built the Queen Ann home on Fifth and Davis Streets. In 1928, the building was occupied by a grocer and confectioner. Today, Sears Roebuck catalog store occupies the building. The Historic Resources Inventory sheet for the resource does not include the year of original construction. However, upon further analysis of Sanborn maps for the area, the structure appears to have been constructed sometime between 1912 and 1928.

The description of the building in the Downtown Historic District's National Register of Historic Places nomination is as follows:

This rectangular, Italianate, two-story brick structure is stuccoed and scored with horizontal lines. The projecting metal cornice on the façade and west side is supported by large scrolled brackets and smaller modillions. A paneled frieze is below the cornice. The second floor façade consists of two bays of three inset double-hung one over one wooden sash windows. The second floor on the west façade has irregular fenestration of arched double-hung wood one over one wood sash windows. The original façade on the ground floor has been replaced with large plate glass aluminum frame store windows and a recessed entrance. A plywood door on the entrance on the east end of the façade is flush with the building wall. Bulkheads are cement and plywood. An aluminum marquee is located above the storefront windows and below the stucco covered transom windows. Two piers at either end of the façade are covered with stucco. The storefront wraps around one bay to the west side of the building. The west side ground floor has a band of fixed single pane wood windows at the transom level. There is an entrance at the south end which is topped with a glass transom and metal awning. An addition to the

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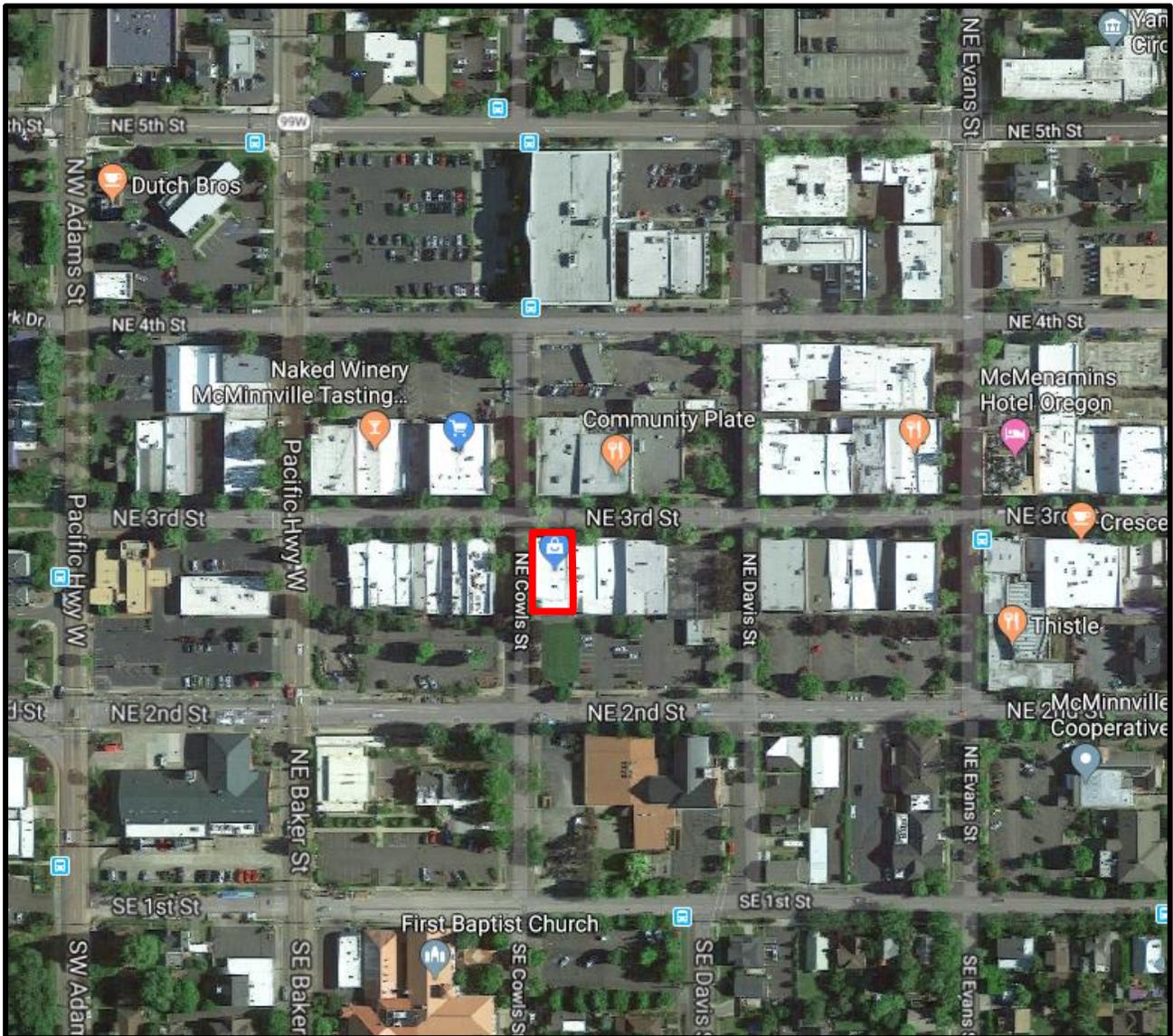
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building was made at the south end of the west side. It is stuccoed and has two windows on the second floor and two on the ground floor above a garage door.

The Hodson Building was constructed between 1901 and 1902 for O. Orville Hodson, who had a tin and hardware business. Hodson came to Oregon in 1878 from Indiana where he was born. Orville's father, H. H. Hodson, came with his son to McMinnville and bought a hardware business. H. H. Hodson became sole owner of the business in 1888, and is said to have constructed many of the metalwork cornices in McMinnville's old downtown commercial area. Some of these decorative cornices have since been removed. Sanborn Fire Insurance Company maps show that the Hodson Building was occupied by a grocer and confectioner in 1928.

The location of the historic landmark and building is identified below (outline of property is approximate):



The building as it exists today can be seen below:





A rendering of the proposed design can be seen below:



**CONDITIONS:**

1. That the applicant shall submit building permit applications prior to completing any work. The construction plans submitted with the building permit applications will be reviewed by the Planning Director for consistency with the written narrative, exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee.
2. That the applicant shall provide samples of the final awning material and final exterior stucco building material to be approved by the Planning Director prior to the release of building permits for the proposed development. The awning and stucco colors shall be consistent with the renderings provided for review by the Historic Landmarks Committee.

**ATTACHMENTS**

1. Certificate of Approval Application (on file with the Planning Department)

**COMMENTS****Agency Comments**

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Public Works; Yamhill County Planning Department; Frontier Communications; Comcast; and Northwest Natural Gas. The following comments had been received:

- McMinnville Engineering Department

No comments.

- McMinnville Fire Department:

We have no issues with this request.

- McMinnville Water and Light:

Existing 5/8" water meter will need to be upsized at applicants expense, to meet the requirements of the future total fixture count.

Double Check Valve Assembly (DCVA) backflow protection is required on the domestic water service for Premises Isolation. Refer to MWL Spec DCVA-2 for installation requirements.

Since the water service is on Third Street, the backflow assembly shall be installed inside the building close to the location where the private service line enters (no installation outside on Third Street is allowed).

Installation of backflow assemblies may allow thermal expansion to occur. Installer is responsible to make provisions for thermal expansion.

Backflow assembly is to be tested by a certified backflow tester upon installation, and test results must be submitted within 10 days of the test. MW&L must receive a passing test prior to leaving the water on permanently.

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## Public Comments

Public notice was mailed to owners of properties within 300 feet of the subject site. This exceeds the notification distance required by Section 17.59.030(C)(3), which is only 100 feet. However, the 300 foot notification distance was required for other applications that were reviewed concurrently (HL 11-18 and HL 12-18). The Planning Department did not receive any public testimony prior to the public hearing.

## FINDINGS OF FACT

1. Andy Wilder submitted a Downtown Design Review application to request the alteration of a historic building in the Downtown Historic District and downtown design area, and also for a waiver from certain downtown design standards. The subject property is located at 300 NE 3<sup>rd</sup> Street, and is more specifically described as Tax Lot 8700, Section 21BC, T. 4 S., R. 4 W., W.M.
2. The historic resource is designated on the Historic Resources Inventory as a Distinctive resource (Resource A450).
3. The site is currently zoned C-3 (General Commercial), and is designated as Commercial on the McMinnville Comprehensive Plan Map, 1980.
4. Notice of the alteration request was provided to property owners within 300 feet of the subject site. The Planning Department received no public testimony prior to the public hearing.
5. A public hearing was held by the Historic Landmarks Committee on December 28, 2018 to review the proposal.
6. The Historic Landmarks Committee continued the applications at the December 28, 2018 meeting to allow for additional information to be provided. The additional information was reviewed during a public meeting by the Historic Landmarks Committee on January 23, 2019.
7. The applicant has submitted findings (Attachment 1) in support of this application. Those findings are herein incorporated.

## CONCLUSIONARY FINDINGS

### **McMinnville’s Comprehensive Plan:**

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

**GOAL III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF McMINNVILLE.**

Finding: **Goal III 2 is satisfied.**

The focus of the comprehensive plan goal is to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to preserve the existing main building and to construct a building addition that is consistent with the distinctive elements, materials, features, and special relationships of the existing main building. The proposal will result in a building addition that can be utilized for commercial uses, which will strengthen the vibrancy and economy of the city and specifically the Downtown Historic District by providing opportunities economic use in an expanded building in the downtown core. Therefore, the Comprehensive Plan goal is satisfied by the proposal.

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GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMinnville.

*Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.*

Finding: **Goal X 1 and Policy 188.00 is satisfied.**

The City of McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Historic Landmarks Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and meeting process.

### **McMinnville’s City Code:**

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

#### 17.59.020 Applicability.

- A. The provisions of this Chapter shall apply to all lands located within the area bounded to the west by Adams Street, to the north by 4<sup>th</sup> Street, to the east by Kirby Street, and to the south by 1<sup>st</sup> Street. Lands immediately adjacent to the west of Adams Street, from 1<sup>st</sup> Street to 4<sup>th</sup> Street, are also subject to the provisions of this Chapter.
- B. The provisions of this ordinance shall apply to the following activities conducted within the above described area:
  1. All new building construction;
  2. Any exterior building or site alteration; and,
  3. All new signage.

Finding: **Section 17.59.020 is satisfied.**

The subject site is located within the downtown design area described in Section 17.59.020(A), and the applicant is proposing exterior alterations to an existing building. Therefore, the provisions of the Downtown Design Standards and Guidelines chapter are applicable to the proposed construction.

#### 17.59.030 Review Process.

- A. An application for any activity subject to the provisions of this ordinance shall be submitted to the Planning Department and shall be subject to the procedures listed in (B) through (E) below.
- B. Applications shall be submitted to the Planning Department for initial review for completeness as stated in Section 17.72.040. The application shall include the following information:
  1. The applicant shall submit two (2) copies of the following information:
    - a. A site plan (for new construction or for structural modifications).
    - b. Building and construction drawings.
    - c. Building elevations of all visible sides.
  2. The site plan shall include the following information:
    - a. Existing conditions on the site including topography, streetscape, curbcuts, and building condition.
    - b. Details of proposed construction or modification to the existing structure.

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- c. Exterior building elevations for the proposed structure, and also for the adjacent structures.
  3. A narrative describing the architectural features that will be constructed and how they fit into the context of the Downtown Historic District.
  4. Photographs of the subject site and adjacent property.
  5. Other information deemed necessary by the Planning Director, or his/her designee, to allow review of the applicant's proposal. The Planning Director, or his/her designee, may also waive the submittal of certain information based upon the character and complexity (or simplicity) of the proposal.
- C. Review Process
1. Applications shall be submitted to the Planning Department for initial review for completeness as stated in Section 17.72.040. The Planning Director shall review the application and determine whether the proposed activity is in compliance with the requirements of this ordinance.
  2. The Planning Director may review applications for minor alterations subject to the review criteria stated in Section 17.59.040. The Historic Landmarks Committee shall review applications for major alterations and new construction, subject to the review criteria stated in Section 17.59.040. It shall be the Planning Director's decision as to whether an alteration is minor or major.
  3. Notification shall be provided for the review of applications for major alterations and new construction, subject to the provisions of Section 17.72.110.
    - a. The Historic Landmarks Committee shall meet within 30 (thirty) days of the date the application was deemed complete by the Planning Department. The applicant shall be notified of the time and place of the review and is encouraged to be present, although their presence shall not be necessary for action on the plans. A failure by the Planning Director or Historic Landmarks Committee, as applicable, to review within 30 (thirty) days shall be considered an approval of the application.
    - b. If the Planning Director or Historic Landmarks Committee, as applicable, finds the proposed activity to be in compliance with the provisions of this ordinance, they shall approve the application.
    - c. If the Planning Director or Historic Landmarks Committee, as applicable, finds the proposed activity in noncompliance with the provisions of this ordinance, they may deny the application, or approve it with conditions as may be necessary to bring the activity into compliance with this ordinance.

Finding: **Section 17.59.030 is satisfied.**

The applicant submitted an application as required, and the application was reviewed by the Historic Landmarks Committee as it consists of alterations and new construction. Notification was provided to property owners within 300 feet of the subject site, which exceeds the notification area required by Section 17.72.110, but was necessary for the proposed project to satisfy the Certificate of Approval applications that were submitted concurrently with the Downtown Design Review application.

17.59.040      Review Criteria

- A. In addition to the guidelines and standards contained in this ordinance, the review body shall base their decision to approve, approve with conditions, or deny the application, on the following criteria:
  1. The City's historic preservation policies set forth in the Comprehensive Plan;
  2. If a structure is designated as a historic landmark on the City's Historic Resources Inventory or is listed on the National Register for Historic Places, the City's historic preservation regulations in Chapter 17.65, and in particular, the standards and guidelines contained in Section 17.65.060(2); and

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**Finding: Sections 17.59.040(A)(1) and 17.59.040(A)(2) are satisfied.**

The proposal was found to be consistent with the City's historic preservation policies and goals, as describe in more detail above. Also, the proposal was found to be consistent with the City's historic preservation regulations in Chapter 17.65, as described in the land use decision document associated with Docket HL 12-18, which is on file with the Planning Department.

3. If applicable (waiver request), that all of the following circumstances are found to exist:
  - a. There is demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

**Finding: Section 17.59.040(3)(a) is satisfied.**

The applicant is requesting waivers from the following standards:

- Section 17.59.050(B)(2) – Divisions for Buildings Exceeding 60 Feet in Width
- Section 17.59.050(B)(3) – Storefront Design Features
- Section 17.59.050(B)(8) – Building Foundation or Base

The intent of the design of the proposed building addition, as stated in the application narrative, is to continue the façade of the existing historic building and have the addition blend in and be compatible with the existing building. The applicant focused on this design to achieve the applicable Historic Preservation design standards and guidelines, as well as the Secretary of the Interior's Standards for the Treatment of Historic Properties. These standards are required to be achieved by 17.65.060(B) of the McMinnville City Code. The proposed design of the building addition carries forward many of the building form and architectural treatments that exist on the existing historic building in an effort to have the building addition be compatible. There are some minor changes in building height and specific design of the decorative cornice and frieze to allow for some differentiation between the addition and the existing building. However, the proposed design intent of matching and continuing the features of the existing building to better achieve the applicable Historic Preservation standards and guidelines creates a unique aspect of the site and results in a difficulty in meeting the Downtown Design Standards and Guidelines.

- b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and

**Finding: Section 17.59.040(3)(b) is satisfied.**

The existing historic building on the subject site, the Hodson Building (Resource A450) currently has a west façade that exceeds 60 feet in width. The west façade is currently 80 feet in width, and as proposed would be added upon to be 100 feet in width, which is the entire property frontage on to the Cowls Street right-of-way. The existing 80 foot building does not include any vertical subdivisions, materials, or detailing that separate the west facade into proportional bays. In an effort to continue the same treatment along the building addition's west façade, which is only 20 feet in width, no vertical divisions or design treatments are proposed. The applicant did propose to add quoins to the corners of the building addition on only the ground floor. However, staff is suggesting that those elements not be required to provide better compatibility between the addition and the existing building. Also, the existing building has no defined foundation or base on the west façade, as the exterior building materials are continuous down to the ground level and adjacent sidewalk. Therefore, no foundation or base is being proposed in an effort to continue that same treatment and ensure that the addition is compatible with the existing historic building. Again, the overall intent of the design is to continue the façade of the

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existing historic building, and that is being done by continuing with the same exterior stucco building material, the same exterior colors, and continuing some of the decorative architectural features in the cornice, scrolled brackets, and paneled frieze. The cornice, brackets, and frieze are proposed to be of a smaller scale and size to provide some differentiation between the addition and the existing building, but are still achieving the compatibility required between the two buildings and a satisfactory alternative design. This alternative design accomplishes the purpose of the Downtown Design Standards and Guidelines chapter, in that it allows for the “protection, enhancement and preservation” of the existing historic resource on the subject property, which is classified as a Distinctive resource on the McMinnville Historic Resources Inventory, the highest possible classification on the local inventory.

The proposed design also included an entry into the new building addition on the west façade that was specifically not designed to be a storefront window and entry system. The proposed addition is required by 17.65.060(B) of the McMinnville City Code to be compatible with the existing historic building, but also to be secondary and subordinate to the existing historic building. To achieve this, the entrance to the new building is a simple, single doorway. The simple entryway does not detract from the prominence of the existing primary entrance into the historic building, which is on the north side of the building and oriented towards 3<sup>rd</sup> Street. The window patterns on the ground floor of the building are also proposed to be more consistent with the non-storefront windows on the remainder of the existing building’s west façade, again to be compatible and also to be simple to ensure that the addition is secondary and subordinate to the historic building. The creation of a storefront window system with a bulkhead, 70 percent glazing, and recessed entry with transparent door would detract from the primary entrance on 3<sup>rd</sup> Street, and would make the building addition more prominent.

- c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

Finding: **Section 17.59.040(3)(c) is satisfied.**

The proposed design is the minimum requested waiver to alleviate the difficulty of complying with all of the Downtown Design Standards and Guidelines. The vertical divisions and foundation are suggested by staff to not be provided, because they are not included on the existing historic building and would ensure that the addition is more compatible with the existing historic building. In terms of the storefront design features, the bulkhead, glazing, and recessed entry are not being provided, for the reasons described above. However, the proposed building addition will have a design feature that provides the same function as a belt course, in that the ground floor exterior stucco material will be painted a different color than the upper story facades. This is again consistent with the design of the existing building, but also provides for the separation of the upper stories from the first floor that is required by the storefront design feature in the Downtown Design Standards and Guidelines. Also, the applicant is proposing to provide a decorative cornice at the roofline. The decorative cornice on the building addition will complement the existing decorative metal cornice, scrolled brackets, and paneled frieze on the existing historic building, but will be of a smaller scale and size to provide differentiation between the portions of the building. The inclusion of some of the design features ensures that the waivers requested are the minimum necessary.

17.59.050 Building and Site Design.

A. Building Setback.

1. Except as allowed by this ordinance, buildings shall maintain a zero setback from the sidewalk or property line.
2. Exceptions to the setback requirements may be granted to allow plazas, courtyards, dining space, or rear access for public pedestrian walkways.

Finding: **Section 17.59.050(A) is satisfied.**

The existing building is currently constructed with a zero setback from the north and west property lines and sidewalks, and the proposed addition continues that same zero setback along the west property line. The addition will also be constructed with a zero setback on the south property line. However, this property line is adjacent to another property, so no entrances are proposed on the south façade.

B. Building Design.

1. Buildings should have massing and configuration similar to adjacent or nearby historic buildings on the same block. Buildings situated at street corners or intersections should be, or appear to be, two-story in height.

Finding: **Section 17.59.050(B)(1) is satisfied.**

The proposed addition will be the same massing and configuration as the existing building on the same property, as it will be a similar height and will carry the same building wall planes along the west and south property lines. The building height will be 33.5' in height, just slightly lower than the existing building at 36' in height, to provide for some differentiation between the building addition and the existing building as is required by other applicable historic preservation review criteria and described in the findings for Docket HL 12-18. The building addition is on the south side of the existing building, but the overall building is on a corner. The existing building, and the proposed building addition, will appear to be two stories in height.

2. Where buildings will exceed the historical sixty feet in width, the façade should be visually subdivided into proportional bays, similar in scale to other adjacent historic buildings, and as appropriate to reflect the underlying historic property lines. This can be done by varying roof heights, or applying vertical divisions, materials and detailing to the front façade.

Finding: The applicant requested a waiver from this design standard, which is discussed in more detail in the findings for the waiver review criteria above.

3. Storefronts (that portion of the building that faces a public street) should include the basic features of a historic storefront, to include:
  - a. A belt course separating the upper stories from the first floor;
  - b. A bulkhead at the street level;
  - c. A minimum of seventy (70) percent glazing below the transom line of at least eight feet above the sidewalk, and forty (40) percent glazing below the horizontal trim band between the first and second stories. For the purposes of this section, glazing shall include both glass and openings for doorways, staircases and gates;
  - d. A recessed entry and transom with transparent door; and
  - e. Decorative cornice or cap at the roofline.

Finding: The applicant requested a waiver from this design standard, which is discussed in more detail in the findings for the waiver review criteria above.

4. Orientation of rooflines of new construction shall be similar to those of adjacent buildings. Gable roof shapes, or other residential roof forms, are discouraged unless visually screened from the right-of-way by a false front or parapet.

Finding: **Section 17.59.050(B)(4) is satisfied.**

The proposed building addition will have the same roofline orientation as the existing historic building, which will be a flat topped parapet wall with decorative cornice that is similar to and compatible with the existing building. Behind the parapet wall, the roof will have a minimal slope of 0.25/12.

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5. The primary entrance to a building shall open on to the public right-of-way and should be recessed.

Finding: **Section 17.59.050(B)(5) is satisfied.**

The primary entrance to the existing building is on the north side of the building and is oriented towards 3<sup>rd</sup> Street. That entrance is open to the public right-of-way and is recessed. The proposed building addition includes an entrance, which was specifically designed to not appear to be a primary entrance so as not to detract from the prominent entrance on the north side of the existing historic building. This entrance on the building addition does still open on to the public right-of-way, but is not recessed, as discussed in the waiver review criteria related to the storefront design standards and recessed entry.

6. Windows shall be recessed and not flush or project from the surface of the outer wall. In addition, upper floor window orientation primarily shall be vertical.

Finding: **Section 17.59.050(B)(6) is satisfied.**

The applicant has stated that all windows on the first and second stories will be recessed to match the recessed windows on the exiting building. The upper story window orientation is vertical, with window dimensions identified as 6' in height and 3' in width.

7. The scale and proportion of altered or added building elements, such as new windows or doors, shall be visually compatible with the original architectural character of the building.

Finding: **Section 17.59.050(B)(7) is satisfied.**

The proposed building addition will be similar in scale and proportion with the existing historic building. The addition will be constructed at the same setback, a similar height, form, and massing as the existing building to ensure that it is compatible with the building and the surrounding development pattern in the Downtown Historic District. The building addition includes windows on the west façade and south façade, on all three stories of the building. The window pattern is proposed to be a more consistent pattern of windows, which is different in appearance from the irregular fenestration and window pattern along the west façade of the existing building. However, this window design will distinguish the addition from the main building, which is a requirement of the Historic Preservation standards and guidelines. The window pattern, while different, is still found to be visually compatible with the original architecture of the building, as the new windows will be of similar size, materials, and colors as the existing windows on the west façade.

8. Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills.

Finding: The applicant requested a waiver from this design standard, which is discussed in more detail in the findings for the waiver review criteria above.

C. Building Materials.

1. Exterior building materials shall consist of building materials found on registered historic buildings in the downtown area including block, brick, painted wood, smooth stucco, or natural stone.

Finding: **Section 17.59.050(C)(1) is satisfied.**

The applicant has proposed to use materials that are listed as allowable exterior building materials. Specifically, the applicant has stated that the following materials will be used on each feature of the new building addition:

- **Exterior Cladding:** The new building side and back (west and south facing) will be painted Hardi stucco panels which are more durable for the rainy Western Oregon region. The new stucco wall shall be painted with the same color as the existing building (See Illustration). This will be compatible with the existing building.
  - **Weather Resistive Barrier:** Tyvek® weather barriers that help keep air and water out, and let buildings breathe.
  - **Exterior Trims:** Painted wood trims as shown. This will be compatible with the existing building.
  - **Cornice:** Painted trims & sheet metal Cap. This will be compatible with the existing building.
  - **Metal Fabrication:** If used it will be Powder Coated, Shop-Fabricated Steel.
  - **Windows:** Wood windows. This will be compatible with the existing building.
  - **Public Entry Doors:** Custom Wood entry door, stained. This will be compatible with the existing building.
2. The following materials are prohibited for use on visible surfaces (not applicable to residential structure):
- a. Wood, vinyl, or aluminum siding;
  - b. Wood, asphalt, or fiberglass shingles;
  - c. Structural ribbed metal panels;
  - d. Corrugated metal panels;
  - e. Plywood sheathing, to include wood paneling such as T-111;
  - f. Plastic sheathing; and
  - g. Reflective or moderate to high grade tinted glass.

Finding: **Section 17.59.050(C)(2) is satisfied.**

The applicant is not proposing to use any of the listed prohibited exterior building materials.

3. Exterior building colors shall be of low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the façade of the building are prohibited except as may be approved for building trim.

Finding: **Section 17.59.050(C)(3) is satisfied.**

The building addition will be required to be painted the same colors as the exterior of the existing historic building as a condition of approval on Docket HL 12-18. The building will be a subtle, light blue color on the ground floor, and a tan color on the upper story facades. The colors proposed are low reflective, subtle and neutral colors. The brighter colored greenish-blue of the existing cornice, paneled frieze, and windows is allowed, as it is used only on these features which are trim or decorative features.

17.59.070 Awnings.

- A. Awnings or similar pedestrian shelters shall be proportionate to the building and shall not obscure the building's architectural details. If transom windows exist, awning placement shall be above or over the transom windows where feasible.
- B. Awnings shall be placed between pilasters.
- C. Where feasible, awnings shall be placed at the same height as those on adjacent buildings in order to maintain a consistent horizontal rhythm along the street front.
- D. Awnings should be constructed of soft canvas, fabric, or matte finished vinyl. The use of wood, metal or plastic awnings is prohibited.
- E. Awnings may be indirectly illuminated; internal illumination of awnings is prohibited.

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Attachments:

Attachment 1 – Downtown Design Review Application

- F. Awning colors shall be of a low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the awning are prohibited.

**Finding: Section 17.59.070 is satisfied, and a condition of approval is included to ensure that the criteria are satisfied.**

The applicant is proposing a new awning on the west façade of the building addition, extending along the entire 20' width of the new addition's west façade. The entry will be proportionate to the building, and will be placed at the same height as the existing awning on the north side of the existing building. The awning is proposed to be tent quality soft canvas, and will be a charcoal grey color, which will be a low reflective, subtle, and neutral color. A condition of approval is suggested by staff to require the applicant to submit a sample of the awning material for Planning Director review to ensure that the charcoal grey color is a neutral grey color and is not dark enough to be considered the high intensity black color that is specifically prohibited.

17.59.080 Signs.

- A. The use of flush-mounted signs, flag-mounted signs, window signs, and icon signs are encouraged. Sign materials shall be compatible with materials used in the building.
- B. Where two or more businesses occupy the same building, identifying signs should be grouped together to form a single panel.
- C. Wall signs shall be placed in traditional locations in order to fit within architectural features, such as: above transoms; on cornice fascia boards; or, below cornices. Wall signs shall not exceed the height of the building cornice.
- D. For every lineal foot of building frontage, 1.5 square feet of signage may be allowed, to a maximum of 200 square feet.
- E. The use of the following are prohibited in the downtown area:
  1. Internally-lit signs;
  2. Flashing signs
  3. Pedestal signs and pole-mounted signs;
  4. Portable trailer signs;
  5. Cabinet-type plastic signs;
  6. Billboards of all types and sizes;
  7. Historically incompatible canopies, awnings, and signs;
  8. Signs that move by mechanical, electrical, kinetic or other means; and,
  9. Inflatable signs, including balloons and blimps. (Ord. 4797 §1, 2003).

Finding: No signs are being proposed on the new building addition, so these standards are not applicable.

CD:sjs